



TENNESSEE TECH UNIVERSITY

Request for Quotation

POINT-OF-SALE HARDWARE & TECHNOLOGY

Tennessee Tech is accepting bids to secure a contract for the procurement, installation, and support of a comprehensive Point-of-Sale (POS) and concessions technology system to support Tucker Stadium and Athletics operations.

This RFQ supports a time-sensitive implementation for the 2026 football season.

TTU intends to utilize a cooperative purchasing agreement in accordance with State of Tennessee procurement guidelines. References to specific manufacturers or models are intended to establish performance standards only and do not restrict bidders. Equivalent products from other manufacturers will be considered.

Issue Date: June 23, 2026

Quotation Due Date/Time: July 23, 2026 @ 3:00 PM Central Time

RFQ Coordinator: Tina Girdley

Phone: 931-372-6350

Email: tigirdley@tntech.edu

Electronic copies of this Request for Proposal available at www.tntech.edu/purchasing. Click on the “Upcoming Bid Opportunities” link and then on the appropriate document link(s) or by contracting the RFQ Coordinator listed above.

THIS IS NOT AN ORDER

1 Project Objectives

Tennessee Tech University seeks to:

- Implement a fully integrated POS system across all athletics venues
- Enable self-checkout, mobile ordering, and cashless payments
- Integrate with Transact campus card system

2 Scope of Work

2.1 Procurement

- Provide all required POS hardware, software, and licensing
- Deliver equipment in accordance with the implementation schedule

2.2 Installation & Implementation

- Install POS terminals, kiosks, handheld systems, and KDS units
- Configure systems for multiple athletics environments
- System must be operational by August 29, 2026
- Preferred completion by August 21, 2026
- Tennessee Tech will provide:
 - Network Infrastructure
 - Power
 - ADA Compliance

2.3 Integration

- With Transact campus card software system, declining balance required
- With Mobile ordering platforms
- With payment processing systems

2.4 Training

- Provide both remote and on-site training
- Ensure operational readiness prior to Go-Live
- Provide on-site support for the first two (2) game day events (Aug-Sept 2026)

2.5 Support & Maintenance

- Provide ongoing technical support and service agreements

2.6 Project Management

- Assign a dedicated project manager
- Coordinate in all phases of implementation

3 Scope of Hardware

3.1 Concessions Operations

- POS Terminals – 3
- Cash Drawers – 1
- Floor-Standing Kiosks / SCO Displays – 2
- Payment Devices (P2PE) – 5
- Transact Side Car – 5
- Kitchen Display Systems (KDS) – 1

3.2 Self-Service Systems

- Self-Checkout Kiosks – 2
- POS Terminal w/ Cash Drawer – 1
- Transact Side Car – 3
- Payment Devices – 3
- AI Checkout System (Mashgin or equivalent) – 3

3.3 Mobile & Pop—up

- Handheld POS devices – 12

3.4 Premium & Club Spaces

- POS Terminals – 4
- Cash Drawers – 2
- Payment Devices – 4
- Transact Side Car – 2

3.5 Suites & Hospitality Spaces

- Handheld POS Units – 11
- KDS Units – 1
- OR Code Mobile Ordering (per suite) – 15

3.6 Food Trucks & Exterior

- Handheld POS Units – 14
- Mobile Payment Integration

3.7 Legacy Stadium Integration – will not take declining balance transactions

- POS Terminals – 6
- Cash Drawers – 2
- Payment Devices – 6
- Modified functionality, as required

3.8 Other

- MIDs – 11 total (including POS, AI systems, and mobile ordering)

4 Doing Business with Tennessee Tech

4.1 Communications

All communication regarding this RFQ must be submitted by email only to the RFQ Coordinator, who is Tennessee Tech's only official point of contact for this RFQ. Unauthorized contact with any other Tennessee Tech employees or officials regarding this RFQ may result in disqualification from the procurement process.

4.2 Supplier Registration

- To do business with Tennessee Tech register as a supplier/contractor at <https://www.tntech.edu/purchasing/howto.php>
- Bidders who would like to become a registered Diversity Business Enterprise can visit the following link for more information: <https://tn.dbesystem.com/>

4.3 Bid Submission Requirements

- Bids must be received by the Purchasing & Contracts Office by the date and time listed on page 1. Bids may be mailed, faxed, or electronically submitted via email to the RFQ Coordinator
- Bid is subject to the RFQ – Standard Terms and Conditions found at: http://www.tntech.edu/purchasing/pdf/RFQ_Std_Terms_and_Conditions_rev_6-26-24.pdf
- Bidders shall complete and submit the Cost Proposal Sheet (Attachment A) provided with this RFQ.
 - All pricing must be entered into the format provided.
 - Pricing shall include all costs necessary to furnish, install, implement, train, support, and maintain the proposed solution in accordance with the requirement of this RFQ.
 - Any costs not specifically identified on the Cost Proposal Sheet shall be clearly itemized and submitted as a separate attachment.
 - Tennessee Tech is tax-exempt; freight and installation must be billed at actual cost.
 - Failure to complete the Cost Proposal Sheet in its entirety may result in the proposal being considered non-responsive.
- Bids may only be delivered by one of the following methods:
 - Email to the RFQ Coordinator at tgirdley@tntech.edu
 - Mail to Tennessee Tech University, POB 5144, Cookeville, TN 38505
 - Fax to (931) 372-3727

4.4 Evaluation Methodology & Results

- Award will be made to the responsive and responsible bidder offering the lowest Total Five-Year Cost that meets all RFQ requirements.
- To view a bid tabulation after intent to award, please visit this link: <https://www.tntech.edu/purchasing/bidawards.php>. Results are listed according to fiscal year then by date of bid opening.

4.5 Contract Terms

- Contract term up to five (5) years
- Annual price escalation not to exceed 2%.
- Hardware becomes Tennessee Tech property upon purchase
- PCI compliance required
- Tennessee Tech reserves the right to initiate negotiations with the next ranked Bidder should Tennessee Tech cease doing business with the Bidder selected via this RFQ process.
- **Termination for Convenience:** Tennessee Tech may terminate this Contract without cause for any reason by providing the Contractor at least thirty (3) days' written notice before the effective termination date. The Contractor shall be entitled to receive compensation for satisfactory, authorized services completed as of the termination date, but in no event shall Tennessee be liable to the Contractor for compensation for any service which has not been rendered.
- **Invoicing:** Invoices may be mailed to invoices-noreply@tntech.edu or mailed to the Tennessee Tech Business Office , Campus Box 5037, Cookeville, TN 38505 after the completion of the project.
- **Illegal Immigrants:** Successful Bidder attests that the Bidder will not knowingly utilize the services of illegal immigrants in the performance of the Contract and will not knowingly utilize the services of any subcontractor who will utilize the services of illegal immigrants in the performance of the Contract.
- **Debarment:** Bidder certifies, by signature below and submission of this bid, that neither Bidder nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any State or Federal department or agency.

BIDDER IS TO COMPLETE INFORMATION BELOW AND SIGN BID

Bidding Entity's Name

Name of Contact Person (Printed)	Title
----------------------------------	-------

Address	City, State, Zip
---------	------------------

Phone	Email Address
-------	---------------

Authorized Signature of Bidder	Date
--------------------------------	------

Tennessee Tech University is an EEO/AA/Title IX/Section 504/ADA Employer